



**STATE OF TENNESSEE
DEPARTMENT OF COMMERCE AND INSURANCE
DIVISION OF FIRE PREVENTION
Codes Enforcement Section
500 JAMES ROBERTSON PARKWAY
NASHVILLE, TENNESSEE 37243
Phone (615) 741-7190 – Fax (615) 253-3267**

The Codes Enforcement Section of the Department of Commerce and Insurance is pleased to announce the roll out of The Architects' and Engineers' Plans Submittal Portal. With this application the State Fire Marshal's office can now accept electronic plans, documents, and payments for new projects through the internet state portal. This first phase is a submission and payment application being implemented December 16, 2009. We will be able to take all documents electronically. One paper set of the approved plans will have to be kept at the construction site.

The website's URL is: <https://www.tennesseeanytime.org/aeplans/>

We will be hosting, in conjunction with our state portal contractor NICUSA, Inc., a web based training meeting on January 11, 2010, at 1 p.m. CST to assist you in becoming familiar with the site and process. There is no charge to attend the webinar. To attend do the following:

Step 1 - Dial-In at 866-740-1260 (access code: 3130335)

Step 2 - Web Login: <https://cc.readytalk.com/r/ncggo4vwq8td>

Additionally, we have added some information on our website to assist you in preferred file formats. To review this information, go to <http://tn.gov/commerce/sfm/documents/electronicplansubpreferences.pdf>.

If you have any questions regarding this matter, please contact the Codes Enforcement Section of the State Fire Marshal's office in the Tennessee Department of Commerce and Insurance at (615) 741-7190 or codes.admin@tn.gov.